State of North Carolina

MICHAEL F. EASLEY
GOVERNOR

EXECUTIVE ORDER NO. 102
CONTINUITY OF OPERATIONS AND CONTINUITY
OF GOVERNMENT PLANNING

WHEREAS, natural and man-made emergencies and disasters can hinder the ability of State agencies to deliver essential services to the people of North Carolina; and

WHEREAS, the purpose of Continuity of Operations and Continuity of Government planning is to ensure survival of a constitutional form of government and the continuity of essential State functions under all circumstances; and

WHEREAS, effective State agency planning is vital to the implementation and operation of coordinated and well-managed Continuity of Operations and Continuity of Government plans; and

WHEREAS, it is imperative that all State agencies have in place a viable Continuity of Operations capability which outlines the performance of their essential functions during any emergency or situation that may disrupt normal operations; and

WHEREAS, North Carolina General Statute §147-33.89 requires that each State agency develop a business and disaster recovery plan with respect to information technology, a similar requirement for comprehensive Continuity of Operations and Continuity of Government planning is not part of State law; and

WHEREAS, North Carolina's citizens should expect to receive and State agencies must be prepared to deliver essential services to citizens and customers regardless of situation or circumstance;

NOW, THEREFORE, pursuant to the authority vested in me as Governor by the Constitution and laws of North Carolina, **IT IS ORDERED**:

Section 1.   Each North Carolina Executive Branch agency (at the Division level) will prepare a Continuity of Operations and Continuity of Government Plan to ensure the State's ability to deliver essential services under any circumstance. Plans will be developed using the North Carolina Continuity of Operations Planning Manual to be published concurrently with this Order. Such plans will incorporate existing business continuity plans for information technology and will include:
1.   Identification and listing of Essential Functions
2.   Delegations of Authority
3.   Orders of Succession
4.   Alternate Facilities